

2 September 1977

MEMORANDUM FOR: Acting Deputy Director for Administration  
FROM : F. W. M. Janney  
Director of Personnel  
SUBJECT : Office of Personnel Report --  
Week Ending 2 September 1977

1. (U/AIUO) Retirement Activity: The following figures depict total scheduled retirement activity for the period 10 August through 30 September. The figures in the clear represent totals; those in parentheses represent individuals who have opted for options of discontinued service or "involuntary" retirement and are included in the total figures. Thus, of 41 persons to go by 30 September, 14 are going under the "liberal" options.

	<u>CSC</u>	<u>CIARDS</u>	<u>Total</u>
Signed to go:	17(7)	24(7)	41(14)

2. (U/AIUO) Commo Recruitment: [REDACTED]

[REDACTED] recruiter, reports that he visited the USAF Security Service element in San Antonio in his search for telecommunications specialists (radio operators). He received a good reception from the Air Force and has had a good response from applicants.

3. (U/AIUO) ABC TV Visit: Ms. Sonia Selby-Wright, Executive Producer of the CIA feature to be telecast on ABC on 19 September, visited the Washington Area Recruitment Office and sat in on an applicant interview conducted by [REDACTED], Chief of that office. She was particularly interested in discovering why people want to work for CIA. Also, she discussed the role of women in CIA with [REDACTED] one of our field recruiters.

May be downgraded to  
U/AIUO when separated  
from classified  
attachment.

S-E-C-R-E-T

4. (U) Special Recruitment Program: Clerical Staffing Branch has received the evaluation report from the Civil Service Commission for the 1977 Upward Mobility class. The consensus of all CSC instructors was that "the participants were enthusiastic, highly motivated, had positive attitudes, and worked hard to develop the skills necessary for advancement in today's office."

5. (U) Suggestion Box: A total of 29 suggestions has been received in the Suggestion Boxes since the program began on 15 June. Three suggestions were received this week. They were directed as follows: one to the Director of Central Intelligence; one to the Executive Officer, DD/A; and, one to Chief, Support Staff/NPIC.

6. (U) Travel Restrictions: Central Processing Branch was advised by the SSA/DDA that due to possible terrorist activities the following travel ban has been placed on TWA flights: All travel on TWA flights transiting or originating in Rome, Italy are to be banned beginning 6 September 1977. No termination date was given.

7. (U) Ticket Sales: The EAA's voucher arrangement with the Kennedy Center was unusually helpful to employees during the month of August. They purchased over \$6,000 worth of tickets, a record high since the voucher system was initiated. Three productions were largely responsible for these record sales: "Pippin" (Opera House), "Man of LaMancha" (National), and "Do You Turn Somersaults?" (Eisenhower Theater).

8. (S) Rehired Annuitants: See attached report.

Coming Events:

1. (U) We plan to forward the FY 1978 APP forms to Printing and Photography Division for printing.

2. (U) The Annual Awards Ceremony will be held on 19 September at 3 p.m. in the Headquarters auditorium.

25X1A

  
F. W. M. Janney

Att

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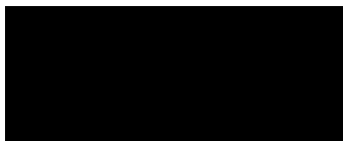
1 September 1977

WEEKLY REPORT OF REHIRED CIVILIAN ANNUITANT ACTIVITIES  
FOR THE AGENCY (29 August - 2 September 1977) (U/AIUO)

(S) The following rehired civilian annuitant cases were approved for extension by the Acting Deputy Director for Administration:

DDA

25X1A



- Independent Contractor, Office of Logistics, one-year extension.
- Independent Contractor, Confidential Correspondent, Office of Security, one-year extension.

DDO

25X1A



- Independent Contractor, Information Services Staff, one-year extension.
- Independent Contractor, Information Services Staff, one-year extension.
- Independent Contractor, Domestic Collection Division, one-year extension.
- Independent Contractor, Information Services Staff, one-year extension.

E2 IMPDET  
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